

**REMEMBER TO GET A PERMIT FROM THE TOWN'S BUILDING DEPARTMENT BEFORE DOING ANY OF THE FOLLOWING WORK ON YOUR PROPERTY:**

- Make plumbing or structural alterations.
- Install a swimming pool, fence or retaining wall.
- Construct a deck.
- Add or remove partition walls.
- Enlarge windows.
- Excavate or raise the grade of your land.
- Finish a basement or cellar.
- Modify, replace or convert your heating or air conditioning system.
- Place an accessory structure on your property, such as a garage. Contact the Building Dept. for requirements pertaining to the installation of sheds.
- Expand a driveway or patio (a drywell permit may also be required).
- Remove, destroy or alter a tree located in the front yard of private property (corner properties have two front yards).

Although this brochure highlights the most common Town Code violations, it is not a restatement of the entire North Hempstead Town Code. Copies of the complete text of the Town Code are available for examination at:

*The Office of the North Hempstead  
Town Clerk  
200 Plandome Road  
Manhasset, NY 11030*

You may also download the Town Code off the Town's website at: [www.northhempsteadny.gov](http://www.northhempsteadny.gov)

**STAY CONNECTED WITH NORTH HEMPSTEAD:**



**NORTH HEMPSTEAD ELECTED OFFICIALS**

**Judi Bosworth**  
*Supervisor*

**Viviana L. Russell**  
**Angelo P. Ferrara**  
**Lee R. Seeman**

*Councilmembers*

**Peter J. Zuckerman**  
**Anna M. Kaplan**  
**Dina M. De Giorgio**

**Wayne H. Wink, Jr.**  
*Town Clerk*

**Charles Berman**  
*Receiver of Taxes*

**LICENSE, LEASH AND CURB YOUR DOG**

- Town Clerk Wayne Wink is making a heartfelt appeal to dog owners: please license your pooch. In addition to being the law, licensing your dog provides a two-fold benefit: it confirms that his rabies shot is current, and, in the event your dog gets lost, the identity tag on his collar increases the odds of him being reunited with his owner. A license application can be obtained from the Town Clerk's office, by calling 311 or by visiting the Town's Website.
- Remember to clean up after your dog and keep him on a leash when he is off your property.

**BUSINESS DO'S AND DON'T'S**

- Businesses must keep the sidewalks in front of their premises free of garbage, snow and any items that may block pedestrian pathways.
- Don't install a sign without obtaining a building department sign permit or verifying whether a permit is required.
- Don't use the sidewalk, street or the Town's right-of-way in furtherance of your business, including the display of goods and merchandise.

**TOWN OF  
NORTH HEMPSTEAD**

**JUDI BOSWORTH, SUPERVISOR**

**KNOW  
YOUR  
TOWN  
CODE  
2015**



**DEPARTMENT OF BUILDINGS**  
**JOHN NIEWENDER, COMMISSIONER**

**DEPARTMENT OF PUBLIC SAFETY**  
**ANDREW DeMARTIN, COMMISSIONER**



## MESSAGE FROM SUPERVISOR JUDI BOSWORTH



The Town of North Hempstead is committed to improving the quality of life for every Town resident. One of the ways in which we fulfill this commitment is through our Town Code, a wide-ranging set of regulations that address issues of property, permits,

safety, building and even dog licensing. This brochure highlights some of the code provisions about which you should be aware.

To help enforce these codes, the Town relies on its Public Safety and Building Departments and also engages in cooperative programs with the Nassau County District Attorney's Office, the Nassau County Police Department and other agencies.

We hope this publication keeps our residents more informed about Town Code requirements and we welcome any suggestions you may have to improve our code enforcement efforts.

Warm Regards,

A handwritten signature in black ink that reads "Judi Bosworth".

Judi Bosworth

## USE YOUR HOME THE WAY IT'S SUPPOSED TO BE USED

- Homeowners may not permit anyone to live in their attic, basement, cellar or garage without first consulting with the Building Department for more information.
- Private homes may not be used by more than the number of families permitted by the certificate of occupancy, certificate of existing use or Town Code. Under certain circumstances a "family," as defined by the Town Code, can include people unrelated to each other. For the precise definition of "family," please consult the Town Code.
- The fence on your property must be permitted and maintained in a safe condition.
- Vehicles on your property that are unregistered or inoperable must be kept in an enclosed garage.
- Trash or garbage should not be on your property, unless you properly contain it and dispose of it during designated garbage disposal hours.
- You should not allow your grass or lawn to grow in excess of 10 inches in height.

## ILLEGAL HOUSING

- The Town of North Hempstead is committed to halting the proliferation of illegal housing conditions that are substandard and/or in violation of the Town Code. Such conditions overburden municipal services and promote or encourage deterioration of the housing stock situated in the Town.
- It is unlawful to rent a residential property without a valid rental permit. Applications are available at the rental registration desk at the Building Department.

## KEEP YOUR RESIDENTIAL NEIGHBORHOOD SUBURBAN AND BEAUTIFUL

- Don't dump cars, appliances, litter, or other garbage on any lot.
- Don't park commercial vehicles, as defined in the Uniform Traffic Code, on the street between 10 pm and 6 am.
- Don't create noise disturbances. Refer to the Town Code for restrictions enumerating the hours when noise-producing activities are prohibited.

## MORE THINGS TO KNOW

- Make sure all carbon monoxide and smoke detectors are in proper working order.
- Have your house number prominently displayed on the front of your house so it is visible for emergency responders. It can save lives.
- Keep your sidewalk free and clear of snow, ice, filth, dirt, weeds and trash.
- Don't park cars, trucks, or other motor vehicles on sidewalks or unpaved surfaces.
- Remove or cover over graffiti on the walls of your home or business.
- A permit must be obtained from the Highway Department before removing a tree from the Town's right-of-way or replacing sidewalk flags.

## TOWN CODE VIOLATIONS

Failure to comply with Town Code requirements may result in the issuance of appearance tickets, prosecution and/or fines.